

**EAST LYME BOARD OF EDUCATION
East Lyme, Connecticut**

Monday, July 14, 2014

Regular Public Meeting: 7:00 p.m.

Room B101 (INTV Room) - East Lyme High School

REGULAR MEETING MINUTES

Board Members Present: Tim Hagen (Chair), Al Littlefield (Secretary), Joe Arcarese, Jill Carini, Pam Rowe, Barbara Senges, Jaime Barr Shelburn

Board Members Absent: Rob Kupis, Marlene Nickerson, Candice Carlson

Administrators Present: Brian Reas (Assistant Superintendent for Special Education and Pupil Personnel), Don Meltabarger (Director Finance and Facilities)

- I. **CALL TO ORDER** – The meeting was called to order at 7:00 p.m. by Chair Tim Hagen.
- II. **PLEDGE OF ALLEGIANCE** – Led by Chair Tim Hagen and Brian Reas, Assistant Superintendent for Special Education and Pupil Personnel.
- III. **PUBLIC COMMENT** - None
- IV. **APPROVAL OF MINUTES**

Tim Hagen (Chair), thanked Al Littlefield for Chairing the last meeting and Barbara Senges for filling in as Secretary.

MOTION: Jill Carini moved approval of minutes of the Board of Education June 23, 2014 Regular Meeting as presented, Jamie Barr-Shelburn seconded.

Al Littlefield noted that there were two omissions from the June 23 Regular Meeting Minutes. The following is to be added under **XII. Board Comments/Future Agenda Items:**

- The Board is in receipt of a June 11, 2014 resignation letter from Brian Reas, Assistant Superintendent for Special Education and Pupil Personnel, indicating that he was resigning from his current position to take a new position of Superintendent of Schools in East Haddam, Connecticut.
- The Board is in receipt of a June 15, 2014 letter from Dr. Lombardo, Superintendent of Schools, indicating that he would be resigning/retiring as Superintendent of Schools earlier than anticipated, January 1, 2015.

With the Minutes corrections,

VOTE PRO: Al Littlefield, Joe Arcarese, Barbara Senges, Jill Carini

VOTE CON: None

ABSTAIN: Tim Hagen (Chair), Jaime Barr Shelburn, Pam Rowe

MOTION PASSED 4:0:3

- V. **SPECIAL REPORTS** – None
 - A. Students' Representative
 - B. Selectmen's Representative
 - C. Salem Board of Education
 - D. Town Building Committee Representative
- VI. **CONSENT AGENDA** – None

FILED IN EAST LYME
CONNECTICUT
July 15, 2014 AT 1:20 AM PM
Caren Galbraith
EAST LYME TOWN CLERK

VII. DISCUSSION/ACTION ITEMS

A. Finance/Facilities/Community

1. Discussion re: Elementary School Design Steering Committee Update

- Tim Hagen (Chair) updated the Board on the Elementary School Design Steering Committee's work.
- Three dates have been set aside for Community Forums: Sept. 23 at Flanders School, Sept. 24 at Niantic Center School, and Sept. 25 at Lillie B. Haynes School. The materials for the Community Forums will be previewed for the entire Board in August to solicit common inputs for the Forums.
- The next Steering Design Committee Meeting is to be held at Central Office on August 12.
- NESDEC will be presenting the Demographic Study to the Board and the Elementary School Steering Design Committee on September 8 with the Final Demographic Study to be released in October.

2. Discussion/action re: Proposed Ten-Month Contract Renewal with Child & Family Agency of SE CT, Inc. Effective August 27, 2014 through June 30, 2015

Assistant Superintendent Brian Reas reviewed the proposed ten-month contract renewal with the Board. For the last three years, the district has secured services with the Child & Family Agency of Southeastern CT, Inc. to provide support for our students and families dealing with issues that may not be school based, but have an impact at school. This contract renewal will ensure the same services are provided to the district for the 2014/2015 school year. The contract reflects no monetary increase from the previous contract.

MOTION: Jamie Barr-Shelburn moved to authorize the Superintendent to sign a ten-month contract with the Child & Family Agency of Southeastern CT, Inc. for the 2014/2015 school year in the total amount of \$82,400.00 as presented; Pam Rowe seconded.

VOTE: UNANIMOUS

MOTION CARRIED

- A. Instruction
- B. Personnel
- C. Policy
- D. Other

VIII. ADMINISTRATION REPORTS

A. Superintendent of Schools

B. Assistant Superintendent of Schools – Brian Reas

- The Final Teacher Evaluation Plan is proceeding. An extension has been requested to take advantage of every option offered by the State.
- Hiring for next year has slowed; but two new positions have opened: Spanish and Librarian.
- Summer School is proceeding successfully with 179 students (29 from Salem).

C. Business/Facilities Director – Don Meltabarger

- After "un-freezing" accounts, administrator/teacher purchases were made for next year with \$23,000 being returned to the Town.
- Work on the High School Tennis Courts is proceeding with the "real work" scheduled to begin in August.
- Middle School PTA and Principal Judy Deleeuw are providing funds to upgrade the Middle School playground area; adding more paved area for four-square ball and a basketball court. (This proposal was reviewed and endorsed by the FFO Committee at the last meeting.) A proposal will be brought to the Board at a subsequent meeting for full-Board approval.

IX. COMMITTEE REPORTS

- A. AAA Committee
- B. FFO Committee
- C. Policy Review Committee
- D. Alignment Research Ad hoc Committee
- E. East Lyme Elementary Schools Design Steering Committee

X. COMMUNICATIONS**XI. NOTICES**

A. Notice of the following staffing changes:

1. Appointments

- Glenn Dewell, 1.0 FTE Science Teacher, MS, 8/22/14
- Robert Fournier, Jr., 0.5 FTE Health/Phys Ed Teacher, NC, 8/21/14
- Sara Griffith, 0.8 FTE Social Studies Teacher, HS, 8/21/14
- Kristen Guercio, 1.0 Math Teacher, MS, 8/21/14
- Kristy McFadden, 1.0 FTE Math Teacher, MS, 8/21/14
- Robert Reas, 0.5 FTE Art Teacher, HS, 8/21/14
- Amanda Roy, 1.0 Grade 3 Teacher, NC, 8/21/14
- Laurie Warfield, 1.0 Family and Consumer Sciences Teacher, HS, 8/21/14 – End of 14/15 School Year only

2. Reassignment3. Increases

- Suzanne Sharron, increase 0.15 FTE to 1.0 FTE Special Education Teacher (ABA Program), DW at HS, 8/22/14

4. Student Teachers

- Stephen Bailey, ECSC Student Teacher with Physical Education Teacher Judy Deeb, HA, 10/27/14 – 12/19/14
- Sarah Bowen, Univ of Hartford Student Teacher with Music Teacher Susan Kohanski, MS, 9/3/14 – 10/24/14
- Chelsea Downer, ECSU Student Teacher with Physical Education Teacher Lisa Kriger, MS, 8/27/14 – 10/24/14
- Monica Maloney Gat, UCONN Student Teacher with Social Studies Teachers Mark LoPresto and Will Reed, HS, 8/27/14 – on or about 11/21/14
- Zachary Lusk, UNH Student Teacher with Elementary Teacher Joan Abbott, HA, 8/22/14 – 11/21/14
- Taylor Price, Student Teacher with Special Education Teacher Ron Alaimo, MS, 8/27/14 – 10/17/14
- Brittany Sutera, CCSU Student Teacher with Elementary Teacher Kara Arnold, HA, 8/25/14 – 12/12/14

5. Resignations

- Kallirroi Malavazos, 1.0 FTE Teaching Assistant, MS, 6/19/14

6. Supplemental Appointments for 2014/2015

- Lauren Allyn, Women's Soccer Assistant Coach, HS
- Carolyn Ascioffa, Women's Soccer Assistant Coach (Freshmen), HS
- Rudy Bagos, Football Head Coach, HS
- Jack Biggs, Volleyball Head Coach, HS
- Holly Buckley, Women's Swimming Assistant Coach, HS
- Joseph Buzzelli, Football Volunteer Assistant Coach, HS *
- Paul Christensen, Men's Soccer Head Coach, HS
- Ben Donatello, Football Assistant Coach, HS *
- Trent Gerbers, Volleyball Assistant Coach, HS *
- Megan Grills, Field Hockey Assistant Coach, HS *
- Jeff Handler, Men's Soccer Assistant Coach (Freshmen), HS
- Sam Harfenist, Men's Cross Country Head Coach, HS
- Jolene Hiltz, Men's Cross Country Assistant Coach, HS
- Julie Horner, Field Hockey Volunteer Coach, HS
- Stephanie Jenkins, Cheerleading Advisor, HS
- Dave Knopf, Football Assistant Coach (Freshmen), HS *
- Kip Kotzan, Men's Soccer Assistant Coach, HS
- James Littlefield, Fall Fitness Center Advisor, HS
- Amy Lloyd, Field Hockey Head Coach, HS

- Meghan McNichol, Volleyball Assistant Coach, HS *
- Chris Mountain, Football Volunteer Assistant Coach, HS
- Melissa Parker, Women's Swimming Volunteer Assistant Coach, HS
- Barbara Rafferty, Field Hockey Volunteer Coach, HS *
- Rachel Redding, Women's Soccer Head Coach, HS
- James Roselund, Football Assistant Coach, HS *
- David Sdao, Women's Cross Country Head Coach, HS
- Jack Stabach, Women's Swimming Head Coach, HS
- Jeff Vennell, Men's Soccer Volunteer Coach, HS *

*Not a member of the ELPS professional staff

B. Notice of the following out of state field trips: None at this time.

XII. BOARD COMMENTS/FUTURE AGENDA ITEMS

A. Board Comments:

1. Schedule a Policy Committee Meeting to review School Attendance Zones Policy – J. Barr-Shelburn
2. The Board is in receipt of a June 11, 2014 resignation letter from Brian Reas, Assistant Superintendent for Special Education and Pupil Personnel, indicating he was resigning from his current position to take a new position of Superintendent of Schools in East Haddam, CT.

B. Future Agenda Items:

1. Review of District's Long Range Plan – Dr. Lombardo – August 2014
3. School Climate Survey Results – August 2014
4. Veterans' Day – J. Barr-Shelburn – 8/11/14
5. Proposed Unexpended Education Funds Account – 5/13/14 with more discussion to follow
6. Progress on Implementation of Teacher and Administrator Evaluation and Development Plan – J. Arcarese – To be scheduled
7. Elementary School Facilities – Dr. Lombardo – Ongoing
8. Review of BOE Bylaws and Policies – Dr. Lombardo – Ongoing
9. Coastal Connections and 18-21 Year Old Transition Program Review – Late Sep 2014
10. Global Education Task Force Recommendation re: Elementary Program – Dr. Lombardo – AAA Committee 2/24/14 and BOE October 2014
11. Administration presentation of the recent State School Ratings data – B. Senges

XIII. PUBLIC COMMENT - None

The Board took a short break at 7:25 p.m.

XIV. EXECUTIVE SESSION

MOTION: Pam Rowe moved to enter into executive session at 7:30 p.m. for the purpose of discussion of personnel issues; Jamie Barr-Shelburn seconded.

VOTE: UNANIMOUS

MOTION CARRIED

The Board exited executive session at 7:50 p.m.

XV. ADJOURNMENT

MOTION: Jamie Barr-Shelburn moved to adjourn the meeting at 7:50 p.m. Pam Rowe seconded.

VOTE: UNANIMOUS

MOTION CARRIED

Respectfully Submitted,

Al Littlefield

Albert Littlefield, Secretary
East Lyme Board of Education